



Public Health
Prevent. Promote. Protect.

Henderson County Department of Public Health

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October 27, 2021

POSITION ANNOUNCEMENT

Auxiliary Public Health Nurse I – COVID 19 Response

Description: Henderson County Department of Public Health is accepting applications for seven (7) auxiliary Public Health Nurse I – COVID 19 Response positions. The primary purpose of this role is to coordinate and provide COVID 19 vaccinations to clients at the Henderson County Department of Public Health, coordinating health department contact tracing and managing community testing initiatives. Duties include, but are not limited to, setting vaccine clinics, tracking and assessing vaccine supply, assessing clients and administering vaccines, entering data into the North Carolina COVID 19 Vaccine Management System (CVMS), monitoring for and reporting trends, clusters/outbreaks, and breakthrough vaccine cases, and serving as the main point of contact for contract case investigators. Work hours may vary but will typically be 2 to 3 days per week within normal business hours (Monday through Friday, 8:00am-4:30pm). Alternate or additional hours (including weekends and holidays) may be needed to meet department, public health response, or client needs.

Qualifications: Basic knowledge of, and skill in, the application of nursing theory, principles, and techniques employed in the field of public health and related programs; understanding of best practices, safety standards, and therapeutic outcomes related to the specific area(s) of practice; working knowledge of current social and economic problems relating to public health, including health disparities; working knowledge of available resources and organizations; ability to deal tactfully with others and to exercise good judgment in appraising situations and making decisions; ability to work in partnership with patients and with other service providers to elicit needed information and to maintain effective working relationships; ability to accurately record services rendered and to interpret and explain records, reports and medical instructions; some ability to oversee the work of others; adequate computer skills to allow communication, patient record documentation, accessing information. Spanish language skills preferred but not required.

Required Minimum Training: Graduation from a four-year college or university with a B.S. in Nursing which includes a Public Health Nursing rotation, or Master's in Public Health and graduation from a school of professional nursing; or graduation from a school of professional nursing and one year of professional nursing experience; or an equivalent combination of training and experience.

Pre-employment drug screen, driver history and criminal background check, including screening against the OIG's list of Excluded Individuals, is required of finalist candidate.

Applications and transcripts will be accepted through Thursday, November 4, 2021 at 4:30pm.

To Apply: Submit a **fully completed Henderson County application and transcript(s)** to Katie Fuller via email at healthhr@hendersoncountync.gov, via fax at 828-697-4709, or via mail to:

Henderson County Department of Public Health
1200 Spartanburg Hwy, Suite 100
Hendersonville, NC 28792-5840

Applications are available at the Henderson County Department of Public Health, including our website: <https://www.hendersoncountync.gov/health/page/employment> or from the Henderson County NCWorks Career Center at 180 West Campus Drive, Flat Rock, NC 28731.

Salary Grade: 77A Pay Rate: \$29.54 per hour